

# Housing Authority of the City of Jonesboro

## PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004  
Annual Plan for Fiscal Year 2001

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50105) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

# Housing Authority of the City of Jonesboro

## Fiscal Year 2001 Agency Plan

### Attachment ga228j01

#### Component 3, (6) Deconcentration and Income Mixing

- a. ☐ Yes ☒ No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

**The Housing Authority of the City of Jonesboro is exempt from the Deconcentration and Income Mixing Requirements because the total number of public housing units is less than 100. (24 CFR Part 903.2)(i). The 35-unit general occupancy development is located on one site.**

- b. ☐ Yes ☐ No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

## **Housing Authority of the City of Jonesboro**

### **Fiscal Year 2001 Agency Plan**

#### **Required Attachment ga228i01: Membership of the Resident Advisory Board or Boards**

- i. List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

Ty Lochan

Robbie Pass

Phyllis Braden

## **Housing Authority of the City of Jonesboro**

### **Fiscal Year 2001 Agency Plan**

#### **Required Attachment ga228h01: Resident Member on the PHA Governing Board**

1. ☐ Yes ☒ No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board:

B. How was the resident board member selected: (select one)?

- ☐ Elected  
☐ Appointed

C. The term of appointment is (include the date term expires):

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- ☐ the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis  
☒ the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.  
☐ Other (explain):

B. Date of next term expiration of a governing board member: 3/14/03

We currently have a vacant position on the Board of Commissioners.

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position):

Mayor Joy Day

## **Attachment ga228g01**

### **Housing Authority of the City of Jonesboro**

#### **Fiscal Year 2001 Agency Plan**

### **Statement of Progress in Meeting the 5-Year Plan Mission and Goals**

The following table reflects the progress we have made in achieving our goals and objectives:

<b>Goal One: MANAGE THE JONESBORO HOUSING AUTHORITY'S PUBLIC HOUSING PROGRAM IN AN EFFICIENT AND EFFECTIVE MANNER</b>	
<b>Objective</b>	<b>Progress</b>
<b>1.HUD shall recognize the Jonesboro Housing Authority as a standard performer under PHAS for our fiscal year ending September 30, 2001.</b>	Not Applicable for this Annual Plan
<b>2.HUD shall recognize the Jonesboro Housing Authority as a high performer under PHAS for our fiscal year ending September 30, 2005.</b>	Not Applicable for this Annual Plan
<b>3.The Jonesboro Housing Authority shall make our public housing units more marketable to the community as evidenced by an increase in our waiting list. This will be accomplished by September 30, 2005.</b>	18 of our units are currently off line for comprehensive modernization. We intend to market our public housing units once renovations are complete.

<b>Goal Two: MANAGE THE JONESBORO HOUSING AUTHORITY'S TENANT-BASED PROGRAMS IN AN EFFICIENT AND EFFECTIVE MANNER</b>	
<b>Objective</b>	<b>Progress</b>
<b>1.HUD shall recognize the Jonesboro Housing Authority as a high performer under SEMAP for our fiscal year ending September 30, 2001 and each year thereafter.</b>	Not Applicable for this Annual Plan

<b>Goal Three: DELIVER TIMELY AND HIGH QUALITY MAINTENANCE SERVICE TO THE RESIDENTS OF THE JONESBORO HOUSING AUTHORITY</b>	
<b>Objective</b>	<b>Progress</b>
<b>1.The Jonesboro Housing Authority will adopt policies for the prevention or eradication of pest infestation (including cockroach infestation) by September 30, 2001.</b>	Our policy was adopted as a part of the Agency plan for FY 2000

<b>Goal Four: ENHANCE THE MARKETABILITY OF THE JONESBORO HOUSING AUTHORITY'S PUBLIC HOUSING UNITS</b>	
<b>Objective</b>	<b>Progress</b>
<b>1.The Jonesboro Housing Authority shall achieve a level of customer satisfaction that gives the agency the highest score possible in this element of the Public Housing Assessment System for the Fiscal Year ending September 30, 2005.</b>	Not Applicable for this Annual Plan

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**Goal Five: PROVIDE A SAFE AND SECURE ENVIRONMENT IN THE JONESBORO HOUSING AUTHORITY'S PUBLIC HOUSING DEVELOPMENT**

<b>Objective</b>	<b>Progress</b>
<b>1.The Jonesboro Housing Authority shall reduce crime in its development by September 30, 2005.</b>	We intend to apply for funding under the New Approach Anti-Drug Program this fiscal year. The intent is to develop preventive measures and to add physical improvements for additional security.
<b>2.The Jonesboro Housing Authority will develop a memorandum of understanding between the Jonesboro Police Department and this agency. The purpose of this is to better define the "edge problem" of crime that occurs near our development and develop strategies for identifying and reducing this problem. This objective will be accomplished by September 30, 2003.</b>	Not Applicable for this Annual Plan
<b>3.The Jonesboro Housing Authority shall reduce its evictions due to violations of criminal laws by 95% through aggressive screening procedures. This objective will be accomplished by September 30, 2005.</b>	We currently require criminal background checks for all public housing applicants. We did not evict any public housing residents due to violations of criminal laws during our current fiscal year as of the submission of this plan.

**Goal Six: EXPAND THE RANGE AND QUALITY OF HOUSING CHOICES AVAILABLE TO PARTICIPANTS IN THE JONESBORO HOUSING AUTHORITY'S TENANT-BASED PROGRAM**

<b>Objective</b>	<b>Progress</b>
<b>1.The Jonesboro Housing Authority shall continue to sustain a utilization rate of 100%. This is an on-going objective.</b>	Our current utilization rate is at 102%
<b>2.The Jonesboro Housing Authority shall attract new landlords who want to participate in the program. This is an on-going objective.</b>	We continue to attract new landlords who want to participate in the program.




# **Attachment ga228f01**

## **Housing Authority of the City of Jonesboro**

### **Fiscal Year 2001 Agency Plan**

#### **Implementation of Public Housing Resident Community Service Requirements**

The administrative steps that we will take to implement the Community Service Requirements include the following:

**1. Development of Written Description of Community Service Requirement:**

The Housing Authority of the City of Jonesboro has a written developed policy of Community Service Requirements as a part of the Admissions and Continued Occupancy Policy and has completed the required Resident Advisory Board review and public comment period.

**2. Scheduled Changes in Leases:**

The Housing Authority of the City of Jonesboro has made the necessary changes to the lease and has completed the required Resident Advisory Board review and public comment period.

**3. Written Notification to Residents of Exempt Status to each Adult Family Member:**

The Housing Authority of the City of Jonesboro will notify residents at the time of their recertification.

**4. Cooperative Agreements with TANF Agencies:**

The Housing Authority of the City of Jonesboro has a Cooperative Agreement with the TANF agency (State of Georgia Department of Family and Children's Services)

**5. Programmatic Aspects:**

Community service includes performing work or duties in the public benefit that serve to improve the quality of life and/or enhance resident self-sufficiency, and/or increase the self-responsibility of the resident within the community.

An economic self sufficiency program is one that is designed to encourage, assist, train or facilitate the economic independence of participants and their families or to provide work for participants. These programs may include programs for job training, work placement, basic skills training, education, English proficiency, work fare, financial or household management, apprenticeship, and any program necessary to ready a participant to work (such as substance abuse or mental health treatment).

The Housing Authority of the City of Jonesboro will coordinate with social service agencies, local schools, and the Human Resources Office in identifying a list of volunteer community service positions.

Together with the Resident Advisory Board, the Housing Authority of the City of Jonesboro may create volunteer positions such as, litter patrols, and supervising and record keeping for volunteers.

# **Attachment ga228e01**

## **Housing Authority of the City of Jonesboro**

### **Fiscal Year 2001 Agency Plan**

#### **Pet Policy Statement**

The Housing Authority of the City of Jonesboro allows for pet ownership in its developments with the written pre-approval of the Housing Authority.

The Housing Authority of the City of Jonesboro adopts the following reasonable requirements as part of the Pet Policy:

1. Residents are responsible for any damage caused by their pets, including the cost of fumigating or cleaning their units.
2. In exchange for this right, resident assumes full responsibility and liability for the pet and agrees to hold the Housing Authority of the City of Jonesboro harmless from any claims caused by an action or inaction of the pet.
3. Residents must have the prior written approval of the Housing Authority before moving a pet into their unit.
4. Residents must request approval on the Authorization for Pet Ownership Form that must be fully completed before the Housing Authority will approve the request.
5. Residents must give the Housing Authority a picture of the pet so it can be identified if it is running loose.
6. A pet deposit of **\$300** is required at the time of registering a pet.
7. The Housing Authority of the City of Jonesboro will allow only common household pets. This means only domesticated animals such as a dog, cat, bird, rodent (including a rabbit), fish in aquariums or a turtle will be allowed in units. Common household pets do not include reptiles (except turtles).

All dogs and cats must be spayed or neutered before they become six months old. A licensed veterinarian must verify this fact.

Only **one** pet per unit will be allowed.

Any animal deemed to be potentially harmful to the health or safety of others, including attack or fight trained dogs, will not be allowed.

No dog may exceed **twenty (20)** pounds in weight projected to full adult size. No cat may exceed **fifteen (15)** pounds in weight projected to full adult size.

Visiting pets are not permitted.

8. In order to be registered, pets must be appropriately inoculated against rabies, distemper and other conditions prescribed by state and/or local ordinances. They must comply with all other state and local public health, animal control, and anti-cruelty laws including any licensing requirements. A certification signed by a licensed veterinarian or state or local official shall be annually filed with the Housing Authority of the City of Jonesboro to attest to the inoculations.
9. The Housing Authority of the City of Jonesboro, or an appropriate community authority, shall require the removal of any pet from a project if the pet's conduct or condition is determined to be a nuisance or threat to the health or safety of other occupants of the project or of other persons in the community where the project is located.

**Attachment ga228d01**

**Housing Authority of the City of Jonesboro**

**Fiscal Year 2001 Agency Plan**

**Definition of Substantial Deviation and Significant Amendment or  
Modification**

**“Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the Housing Authority of the City of Jonesboro that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners.”**

**Capital Fund Program Five-Year Action Plan****Part I: Summary**

PHA Name : Housing Authority of the City of Jonesborl				<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
Development Number/Name/H A-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2002 PHA FY: 10/01/02	Work Statement for Year 3 FFY Grant: 2003 PHA FY: 10/01/03	Work Statement for Year 4 FFY Grant: 2004 PHA FY: 10/01/04	Work Statement for Year 5 FFY Grant: 2005 PHA FY: 10/01/05
	Annual Statement				
HA Wide		67,762	67,762	67,762	67,762
CFP Funds Listed for 5-year planning		67,762	67,762	67,762	67,762
Replacement Housing Factor Funds					

## **Part II: Supporting Pages—Work Activities**

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2002 PHA FY: 10/01/02			Activities for Year: <u>3</u> FFY Grant: 2003 PHA FY: 10/01/03		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	HA Wide	Replacement Reserve	67,762	HA Wide	Replacement Reserve	67,762
Annual						
Statement						
Total CFP Estimated Cost			67,762			67,762

## Part II: Supporting Pages—Work Activities

Activities for Year : <u>  4  </u> FFY Grant: 2004 PHA FY: 10/01/04			Activities for Year: <u>  5  </u> FFY Grant: 2005 PHA FY: 1001/05		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
HA Wide	Replacement Reserve	67,762	HA Wide	Replacement Reserve	67,762
<b>Total CFP Estimated Cost</b>		67,762			67,762



**Attachment ga228b01****Annual Statement/Performance and Evaluation Report****Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

PHA Name: Housing Authority of the City of Jonesboro	Grant Type and Number Capital Fund Program Grant No: GA06P22850101 Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2001</b>
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☒ **Original Annual Statement** ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no: )**

☐ **Performance and Evaluation Report for Period Ending:** ☐ **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment— Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve	67,762			
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	67,762			
22	Amount of line 21 Related to LBP Activities				

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> Housing Authority of the City of Jonesboro		<b>Grant Type and Number</b> Capital Fund Program Grant No: GA06P22850101 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> <b>2001</b>
<input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no:     )</b> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
<b>Line No.</b>	<b>Summary by Development Account</b>	<b>Total Estimated Cost</b>		<b>Total Actual Cost</b>	
		<b>Original</b>	<b>Revised</b>	<b>Obligated</b>	<b>Expended</b>
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

## Part II: Supporting Pages

[illegible]

## Part III: Implementation Schedule

[illegible]

## **Attachment ga228a01**

### **Housing Authority of the City of Jonesboro**

#### **Fiscal Year 2001 Agency Plan**

(The following is an extract from our adopted Admission and Continued Occupancy Policy)

#### **10.4 DECONCENTRATION POLICY**

**The Housing Authority of the City of Jonesboro is exempt from the Deconcentration and Income Mixing Requirements because the total number of public housing units is less than 100. (24 CFR Part 903.2)(i). The 35-unit general occupancy development is located on one site.**

The Jonesboro Housing Authority will affirmatively market our housing to all eligible income groups.

#### **10.5 OFFER OF A UNIT**

When the Jonesboro Housing Authority discovers that a unit will become available, we will contact the first family on the waiting list who has the highest priority for this type of unit, and whose income category would help to meet the income targeting goal.

The Jonesboro Housing Authority will contact the family by mail to make the unit offer. The family will be given ten (10) calendar days from the date the letter was mailed to contact the Jonesboro Housing Authority regarding the offer.

The family will be offered the opportunity to view the unit. After the opportunity to view the unit, the family will have two (2) business days to accept or reject the unit. This verbal offer and the family's decision must be documented in the tenant file. If the family rejects the offer of the unit, the Jonesboro Housing Authority will send the family a letter documenting the offer and the rejection.

#### **10.6 REJECTION OF UNIT**

If in making the offer to the family the Jonesboro Housing Authority skipped over other families on the waiting list and the family rejects the unit, the family will not lose their place on the waiting list and will not be otherwise penalized.

If the Jonesboro Housing Authority did not skip over other families on the waiting list to reach this family, and the family rejects the unit without good cause, the family will forfeit their application's date and time. The family will keep their preferences, but the date and time of application will be changed to the date and time the unit was rejected.

If the family rejects with good cause any unit offered, they will not lose their place on the waiting list. Good cause includes reasons related to health, proximity to work, school, and childcare (for those working or going to school). The family will be offered the right to an informal review of the decision to alter their application status.

**PHA Plan  
Agency Identification**

**PHA Name:**        **Housing Authority of the City of Jonesboro**

**PHA Number:**    **GA228**

**PHA Fiscal Year Beginning:** **10/2001**

**Public Access to Information**

**Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)**

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

**Display Locations For PHA Plans and Supporting Documents**

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2000 - 2004**  
[24 CFR Part 903.5]

**A. Mission**

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- ☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- ☒ The PHA's mission is: (state mission here)

**THE MISSION OF THE JONESBORO HOUSING AUTHORITY IS TO ASSIST ELIGIBLE LOW INCOME FAMILIES WITH SAFE, DECENT AND AFFORDABLE HOUSING AS THEY STRIVE TO ACHIEVE SELF SUFFICIENCY AND IMPROVE THE QUALITY OF THEIR LIVES. THE JONESBORO HOUSING AUTHORITY IS COMMITTED TO OPERATING IN AN EFFICIENT, ETHICAL AND PROFICIENT MANNER USING GUIDELINES ESTABLISHED BY FEDERAL, STATE AND LOCAL AUTHORITIES AND ITS BOARD OF COMMISSIONERS. THE HOUSING AUTHORITY WILL CREATE AND MAINTAIN PARTNERSHIPS WITH ITS CLIENTS AND APPROPRIATE COMMUNITY SERVICES IN ORDER TO ACCOMPLISH ITS MISSION IN A NON-DISCRIMINATORY RESPONSIBLE MANNER.**

**B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

**HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

- ☐ PHA Goal: Expand the supply of assisted housing  
Objectives:
- ☐ Apply for additional rental vouchers:
- ☐ Reduce public housing vacancies:

- ☐ Leverage private or other public funds to create additional housing opportunities:
- ☐ Acquire or build units or developments
- ☐ Other (list below)
  
- ☐ PHA Goal: Improve the quality of assisted housing  
Objectives:
  - ☐ Improve public housing management: (PHAS score)
  - ☐ Improve voucher management: (SEMAP score)
  - ☐ Increase customer satisfaction:
  - ☐ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
  - ☐ Renovate or modernize public housing units:
  - ☐ Demolish or dispose of obsolete public housing:
  - ☐ Provide replacement public housing:
  - ☐ Provide replacement vouchers:
  - ☐ Other: (list below)
  
- ☐ PHA Goal: Increase assisted housing choices  
Objectives:
  - ☐ Provide voucher mobility counseling:
  - ☐ Conduct outreach efforts to potential voucher landlords
  - ☐ Increase voucher payment standards
  - ☐ Implement voucher homeownership program:
  - ☐ Implement public housing or other homeownership programs:
  - ☐ Implement public housing site-based waiting lists:
  - ☐ Convert public housing to vouchers:
  - ☐ Other: (list below)

**HUD Strategic Goal: Improve community quality of life and economic vitality**

- ☐ PHA Goal: Provide an improved living environment  
Objectives:
  - ☐ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
  - ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
  - ☐ Implement public housing security improvements:
  - ☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
  - ☐ Other: (list below)



**HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

☐ PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- ☐ Increase the number and percentage of employed persons in assisted families:
- ☐ Provide or attract supportive services to improve assistance recipients' employability:
- ☐ Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- ☐ Other: (list below)

**HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

☐ PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- ☐ Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
- ☐ Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
- ☐ Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- ☐ Other: (list below)

**Other PHA Goals and Objectives: (list below)**

**GOAL:           MANAGE THE JONESBORO HOUSING AUTHORITY'S PUBLIC HOUSING PROGRAM IN AN EFFICIENT AND EFFECTIVE MANNER**

**Objectives:**

- 1. HUD shall recognize the Jonesboro Housing Authority as a standard performer under PHAS for our fiscal year ending September 30, 2001.**

2. HUD shall recognize the Jonesboro Housing Authority as a high performer under PHAS for our fiscal year ending September 30, 2005.
3. The Jonesboro Housing Authority shall make our public housing units more marketable to the community as evidenced by an increase in our waiting list. This will be accomplished by September 30, 2005.

**GOAL:       MANAGE THE JONESBORO HOUSING AUTHORITY'S  
TENANT-BASED PROGRAMS IN AN EFFICIENT AND  
EFFECTIVE MANNER**

**Objectives:**

1. HUD shall recognize the Jonesboro Housing Authority as a high performer under SEMAP for our fiscal year ending September 30, 2001 and each year thereafter.

**GOAL:       DELIVER TIMELY AND HIGH QUALITY MAINTENANCE  
SERVICE TO THE RESIDENTS OF THE JONESBORO HOUSING  
AUTHORITY**

**Objective:**

1.       The Jonesboro Housing Authority will adopt policies for the prevention or eradication of pest infestation (including cockroach infestation) by September 30, 2001.

**GOAL:       ENHANCE THE MARKETABILITY OF THE JONESBORO  
HOUSING AUTHORITY'S PUBLIC HOUSING UNITS**

**Objective:**

1.       The Jonesboro Housing Authority shall achieve a level of customer satisfaction that gives the agency the highest score possible in this element of the Public Housing Assessment System for the Fiscal Year ending September 30, 2005.

**GOAL: PROVIDE A SAFE AND SECURE ENVIRONMENT IN THE JONESBORO HOUSING AUTHORITY'S PUBLIC HOUSING DEVELOPMENT**

**Objectives:**

- 1. The Jonesboro Housing Authority shall reduce crime in its development by September 30, 2005.**
- 2. The Jonesboro Housing Authority will develop a memorandum of understanding between the Jonesboro Police Department and this agency. The purpose of this is to better define the "edge problem" of crime that occurs near our development and develop strategies for identifying and reducing this problem. This objective will be accomplished by September 30, 2003.**
- 3. The Jonesboro Housing Authority shall reduce its evictions due to violations of criminal laws by 95% through aggressive screening procedures. This objective will be accomplished by September 30, 2005.**

**GOAL: EXPAND THE RANGE AND QUALITY OF HOUSING CHOICES AVAILABLE TO PARTICIPANTS IN THE JONESBORO HOUSING AUTHORITY'S TENANT-BASED PROGRAM**

**Objectives:**

- 1. The Jonesboro Housing Authority shall continue to sustain a utilization rate of 100%. This is an on-going objective.**
- 2. The Jonesboro Housing Authority shall attract new landlords who want to participate in the program. This is an on-going objective.**

**Annual PHA Plan**  
**PHA Fiscal Year 2001**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

☒ **Standard Plan**

**Streamlined Plan:**

- ☐ **High Performing PHA**
- ☐ **Small Agency (<250 Public Housing Units)**
- ☐ **Administering Section 8 Only**

☐ **Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Jonesboro Housing Authority has prepared this Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

We have adopted the following mission statement to guide the activities of the Jonesboro Housing Authority.

**THE MISSION OF THE JONESBORO HOUSING AUTHORITY IS TO ASSIST ELIGIBLE LOW INCOME FAMILIES WITH SAFE, DECENT AND AFFORDABLE HOUSING AS THEY STRIVE TO ACHIEVE SELF SUFFICIENCY AND IMPROVE THE QUALITY OF THEIR LIVES. THE JONESBORO HOUSING AUTHORITY IS COMMITTED TO OPERATING IN AN EFFICIENT, ETHICAL AND PROFICIENT MANNER USING GUIDELINES ESTABLISHED BY FEDERAL, STATE AND LOCAL AUTHORITIES AND ITS BOARD OF COMMISSIONERS. THE HOUSING AUTHORITY WILL CREATE AND MAINTAIN PARTNERSHIPS WITH ITS CLIENTS AND APPROPRIATE COMMUNITY SERVICES IN ORDER TO ACCOMPLISH ITS MISSION IN A NON-DISCRIMINATORY RESPONSIBLE MANNER.**

We have adopted the following goals and objectives.

**GOAL:       MANAGE THE JONESBORO HOUSING AUTHORITY'S PUBLIC HOUSING PROGRAM IN AN EFFICIENT AND EFFECTIVE MANNER**

**Objectives:**

1. HUD shall recognize the Jonesboro Housing Authority as a standard performer under PHAS for our fiscal year ending September 30, 2001.
2. HUD shall recognize the Jonesboro Housing Authority as a high performer under PHAS for our fiscal year ending September 30, 2005.
3. The Jonesboro Housing Authority shall make our public housing units more marketable to the community as evidenced by an increase in our waiting list. This will be accomplished by September 30, 2005.

**GOAL:       MANAGE THE JONESBORO HOUSING AUTHORITY'S TENANT-BASED PROGRAMS IN AN EFFICIENT AND EFFECTIVE MANNER**

**Objectives:**

1. HUD shall recognize the Jonesboro Housing Authority as a high performer under SEMAP for our fiscal year ending September 30, 2001 and each year thereafter.

**GOAL:       DELIVER TIMELY AND HIGH QUALITY MAINTENANCE SERVICE TO THE RESIDENTS OF THE JONESBORO HOUSING AUTHORITY**

**Objective:**

1.       The Jonesboro Housing Authority will adopt policies for the prevention or eradication of pest infestation (including cockroach infestation) by September 30, 2001.

**GOAL:       ENHANCE THE MARKETABILITY OF THE JONESBORO HOUSING AUTHORITY'S PUBLIC HOUSING UNITS**

**Objective:**

1. The Jonesboro Housing Authority shall achieve a level of customer satisfaction that gives the agency the highest score possible in this element of the Public Housing Assessment System for the Fiscal Year ending September 30, 2005.

**GOAL: PROVIDE A SAFE AND SECURE ENVIRONMENT IN THE JONESBORO HOUSING AUTHORITY'S PUBLIC HOUSING DEVELOPMENT**

**Objectives:**

1. The Jonesboro Housing Authority shall reduce crime in its development by September 30, 2005.
2. The Jonesboro Housing Authority will develop a memorandum of understanding between the Jonesboro Police Department and this agency. The purpose of this is to better define the "edge problem" of crime that occurs near our development and develop strategies for identifying and reducing this problem. This objective will be accomplished by September 30, 2003.
3. The Jonesboro Housing Authority shall reduce its evictions due to violations of criminal laws by 95% through aggressive screening procedures. This objective will be accomplished by September 30, 2005.

**GOAL: EXPAND THE RANGE AND QUALITY OF HOUSING CHOICES AVAILABLE TO PARTICIPANTS IN THE JONESBORO HOUSING AUTHORITY'S TENANT-BASED PROGRAM**

**Objectives:**

1. The Jonesboro Housing Authority shall continue to sustain a utilization rate of 100%. This is an on-going objective.
2. The Jonesboro Housing Authority shall attract new landlords who want to participate in the program. This is an on-going objective.

Our Annual Plan is based on the premise that if we accomplish our goals and objectives we will be working towards the achievement of our mission.

The plans, statements, budget summary, policies, etc. set forth in the Annual Plan all lead towards the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards our goals and objectives and are consistent with the Consolidated Plan. Here are just a few highlights of our Annual Plan.

- We have adopted preferences that give priority to elderly and/or disabled residents of Clayton County and to working families who are residents of or are employed in Clayton County;
- In our Section 8 Program we have adopted an aggressive screening policy. We are screening applicants to the fullest extent allowable while not taking away the ultimate responsibility from the landlord. Our screening practices meet all fair housing requirements.
- We have established a minimum rent of \$50 for our Section 8 program.
- We are utilizing the published FMRs as our payment standard for the Section 8 program.
- We have adopted an aggressive screening policy for our public housing program to ensure to the best of our ability that new admissions will be good neighbors. Our screening practices meet all fair housing requirements.
- We have established a minimum rent of \$50.00 for our public housing program.
- We have established flat rents for all of our public housing units.
- We are in the process of fully utilizing the Community Development Block Grant funds provided by Clayton County to renovate and upgrade our public housing units and to provide playground equipment for our Resident's children.

### **Summary of Program Changes**

During this past year we have made numerous changes to our policies and/or programs based on changes in statutes and/or HUD regulations that have occurred in the past year. HUD mandated all of these.

- Updated our public housing Admissions and Continued Occupancy Policy
- Updated our public housing Dwelling Lease
- Updated our public housing Grievance Procedures
- Adopted a policy governing pet ownership in public housing family units

- Implemented Community Service Requirements
- Updated our Section 8 Administrative Plan

In addition, we have made the following discretionary change

- Increased our security deposit to: The total Tenant Payment or \$200 whichever is the lessor.

In summary we are on course to improve the condition of affordable housing in Clayton County and Jonesboro, Georgia.



### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

#### **Table of Contents**

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#### **Attachments**

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

☒ Admissions Policy for Deconcentration

**Attachment ga228a01 – Jonesboro Housing Authority Deconcentration Policy**

☒ FY 2001 Capital Fund Program Annual Statement

**Attachment ga228b01 – Jonesboro Housing Authority Capital Fund Program Annual Statement for FY 2001**

- ☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- ☐ PHA Management Organizational Chart  
☒ FY 2001 Capital Fund Program 5 Year Action Plan

**Attachment ga228c01 – Jonesboro Housing Authority Capital Fund Program Five-Year Action Plan**

- ☐ Public Housing Drug Elimination Program (PHDEP) Plan  
☒ Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)

**(Included in this PHA Plan text)**

- ☒ Other (List below, providing each attachment name)

**Attachment ga228d01 – Jonesboro Housing Authority Definition of Substantial Deviation and Significant Amendment or Modification**

**Attachment ga228e01 – Jonesboro Housing Authority Pet Policy Statement**

**Attachment ga228f01 – Jonesboro Housing Authority Implementation of Community Service Requirements Statement**

**Attachment ga228g01 – Jonesboro Housing Authority Statement of Progress in meeting the Five Year Plan Mission and Objectives**

**Attachment ga228h01 – Jonesboro Housing Authority Resident Member on the PHA Governing Board**

**Attachment ga228i01 – Jonesboro Housing Authority Membership of the Resident Advisory Board**

**Attachment ga228j01 – Jonesboro Housing Authority Deconcentration and Income Mixing**

**Attachment ga228k01 – Jonesboro Housing Authority Capital Fund Program P & E Report for FY 2000**

## Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis ( <b>see comments below</b> )	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing	Annual Plan: Rent Determination

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	A & O Policy	
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
NA	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
NA	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
NA	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
NA	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
NA	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
NA	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
NA	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
NA	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

**The Housing Authority of the City of Jonesboro is exempt from the Deconcentration and Income Mixing Requirements because the total number of public housing units is less than 100. (24 CFR Part 903.2)(i). The 35-unit general occupancy development is located on one site.**

## **Statement of Housing Needs**

[24 CFR Part 903.7 9 (a)]

### **A. Housing Needs of Families in the Jurisdiction/s Served by the PHA**

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
<b>Family Type</b>	<b>Overall</b>	<b>Afford- ability</b>	<b>Supply</b>	<b>Quality</b>	<b>Access- ibility</b>	<b>Size</b>	<b>Loca- tion</b>
Income <= 30% of AMI	3394	5	5	4	3	3	3
Income >30% but <=50% of AMI	3684	5	5	4	3	3	3
Income >50% but <80% of AMI	2909	5	5	4	3	3	3
Elderly	938	5	5	4	3	3	3
Families with Disabilities	NA	NA	NA	NA	NA	NA	NA
Race/Ethnicity – Black	15,395	5	5	4	3	3	4
Race/Ethnicity – Hispanic	991	5	5	4	3	3	4
Race/Ethnicity –	149	5	5	4	3	3	4

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Native American							
Race/Ethnicity – Asian/Pacific Is	1251	5	5	4	3	3	4

Clayton County

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☒ Consolidated Plan of the Jurisdiction/s **Clayton County, Georgia**  
Indicate year: **1999**
- ☒ U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- ☐ American Housing Survey data  
Indicate year:
- ☐ Other housing market study  
Indicate year:
- ☐ Other sources: (list and indicate year of information)

## B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	14		8 units
Extremely low income <=30% AMI	14	100 %	
Very low income (>30% but <=50%)	0	0	

Housing Needs of Families on the Waiting List			
AMI)			
Low income (>50% but <80% AMI)	0	0	
Families with children	13	93%	
Elderly families	1	7%	
Families with Disabilities	0	0	
Race/ethnicity- Black	12	86%	
Race/ethnicity- Hispanic	0	0	
Race/ethnicity- Native American	0	0	
Race/ethnicity- Asian/Pacific Is.	0	0	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	1	7%	2 units
2 BR	5	36%	0
3 BR	4	29%	3 units
4 BR	3	21%	2 units
5 BR	1	7%	1 unit
5+ BR	0	0	0
<p>Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>If yes:</p> <p>How long has it been closed (# of months)?</p> <p>Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes</p>			

Housing Needs of Families on the Waiting List
---

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	<b>625</b>		<b>300 Vouchers</b>
Extremely low income <=30% AMI	178	28.48%	
Very low income (>30% but <=50% AMI)	447	71.52%	
Low income (>50% but <80% AMI)	0	0	
Families with children	622	99.52%	
Elderly families	3	.48%	
Families with Disabilities	Not Known	Not Known	
Race/ethnicity-Black	584	93.44%	
Race/ethnicity-Hispanic	Not Known	Not Known	
Race/ethnicity-Native American	Not Known	Not Known	
Race/ethnicity-Asian/Pacific Is.	Not Known	Not Known	
Characteristics by Bedroom Size (Public Housing Only)	NA		
1BR	NA		
2 BR	NA		
3 BR	NA		
4 BR	NA		
5 BR	NA		
5+ BR	NA		



### Housing Needs of Families on the Waiting List

Is the waiting list closed (select one)? ☐ No ☒ Yes

If yes:

How long has it been closed (# of months)? Over 36 months (April, 1998)

Does the PHA expect to reopen the list in the PHA Plan year? ☒ No ☐ Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☒ No ☐ Yes

### C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

#### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- ☒ Employ effective maintenance and management policies to minimize the number of public housing units off-line
- ☐ Reduce turnover time for vacated public housing units
- ☐ Reduce time to renovate public housing units
- ☐ Seek replacement of public housing units lost to the inventory through mixed finance development
- ☐ Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- ☒ Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- ☐ Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- ☒ Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- ☒ Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- ☒ Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- ☐ Other (list below)

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- ☒ Apply for additional section 8 units should they become available
- ☐ Leverage affordable housing resources in the community through the creation of mixed - finance housing
- ☐ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☒ Other: (list below)

The following is an extract from our adopted Admissions and Continued Occupancy Policy. Our preferences are applicable to our Section 8 program as well.

## 10.0 Tenant Selection and Assignment Plan

### 10.1 Preferences

The Jonesboro Housing Authority will select families based on the following preferences within each bedroom size category:

- A. Elderly and/or Disabled Residents of Clayton County;
- B. Working Families who are residents of or are employed in Clayton County;
- C. Elderly and /or Disable non-residents of Clayton County;
- D. Working Families who are non-residents of or are not employed in Clayton County;
- E. All other applicants who are residents of Clayton County; and

F. All other applicants who are non-residents of Clayton County.

Based on the above preferences, all families in preference A will be offered housing before any families in preference B; preference B families will be offered housing before any families in preference C; preference C families will be offered housing before any families in preference D; preference D families will be offered housing before any families in preference E; preference E families will be offered housing before any families in preference F.

The date and time of application will be noted and utilized to determine the sequence within the above-prescribed preferences.

Notwithstanding the above, families who are elderly, disabled, or displaced will be offered housing before other single persons.

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- ☐ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☒ Other: (list below)

The following is an extract from our adopted Admissions and Continued Occupancy Policy. Our preferences are applicable to our Section 8 program as well.

## 10.0 Tenant Selection and Assignment Plan

### 10.1 Preferences

The Jonesboro Housing Authority will select families based on the following preferences within each bedroom size category:

- A. Elderly and/or Disabled Residents of Clayton County;
- B. Working Families who are residents of or are employed in Clayton County;
- C. Elderly and /or Disable non-residents of Clayton County;
- D. Working Families who are non-residents of or are not employed in Clayton County;

- E. All other applicants who are residents of Clayton County; and
- F. All other applicants who are non-residents of Clayton County.

Based on the above preferences, all families in preference A will be offered housing before any families in preference B; preference B families will be offered housing before any families in preference C; preference C families will be offered housing before any families in preference D; preference D families will be offered housing before any families in preference E; preference E families will be offered housing before any families in preference F.

The date and time of application will be noted and utilized to determine the sequence within the above-prescribed preferences.

Notwithstanding the above, families who are elderly, disabled, or displaced will be offered housing before other single persons.

### **Need: Specific Family Types: The Elderly**

#### **Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☒ Apply for special-purpose vouchers targeted to the elderly, should they become available
- ☒ Other: (list below)

In our Section 8 Program, we have Special Purpose Vouchers for Elderly families and families with disabilities.

The following is an extract from our adopted Admissions and Continued Occupancy Policy. Our preferences are applicable to our Section 8 program as well.

## **10.0 Tenant Selection and Assignment Plan**

### **10.1 Preferences**

The Jonesboro Housing Authority will select families based on the following preferences within each bedroom size category:

- A. Elderly and/or Disabled Residents of Clayton County;
- B. Working Families who are residents of or are employed in Clayton County;

- C. Elderly and /or Disable non-residents of Clayton County;
- D. Working Families who are non-residents of or are not employed in Clayton County;
- E. All other applicants who are residents of Clayton County; and
- F. All other applicants who are non-residents of Clayton County.

Based on the above preferences, all families in preference A will be offered housing before any families in preference B; preference B families will be offered housing before any families in preference C; preference C families will be offered housing before any families in preference D; preference D families will be offered housing before any families in preference E; preference E families will be offered housing before any families in preference F.

The date and time of application will be noted and utilized to determine the sequence within the above-prescribed preferences.

Notwithstanding the above, families who are elderly, disabled, or displaced will be offered housing before other single persons.

**Accessible Units:** Accessible units will be first offered to families who may benefit from the accessible features. Applicants for these units will be selected utilizing the same preference system as outlined above. If there are no applicants who would benefit from the accessible features, the units will be offered to other applicants in the order that their names come to the top of the waiting list. Such applicants, however, must sign a release form stating they will accept a transfer (at their own expense) if, at a future time, a family requiring an accessible feature applies. Any family required to transfer will be given a 30-day notice.

### **Need: Specific Family Types: Families with Disabilities**

#### **Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☐ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☐ Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- ☐ Affirmatively market to local non-profit agencies that assist families with disabilities

☒ Other: (list below)

In our Section 8 Program, we have Special Purpose Vouchers for Elderly families and families with disabilities.

The following is an extract from our adopted Admissions and Continued Occupancy Policy. Our preferences are applicable to our Section 8 program as well.

## **10.0 Tenant Selection and Assignment Plan**

### **10.1 Preferences**

The Jonesboro Housing Authority will select families based on the following preferences within each bedroom size category:

- A. Elderly and/or Disabled Residents of Clayton County;
- B. Working Families who are residents of or are employed in Clayton County;
- C. Elderly and /or Disable non-residents of Clayton County;
- D. Working Families who are non-residents of or are not employed in Clayton County;
- E. All other applicants who are residents of Clayton County; and
- F. All other applicants who are non-residents of Clayton County.

Based on the above preferences, all families in preference A will be offered housing before any families in preference B; preference B families will be offered housing before any families in preference C; preference C families will be offered housing before any families in preference D; preference D families will be offered housing before any families in preference E; preference E families will be offered housing before any families in preference F.

The date and time of application will be noted and utilized to determine the sequence within the above-prescribed preferences.

Notwithstanding the above, families who are elderly, disabled, or displaced will be offered housing before other single persons.

**Accessible Units:** Accessible units will be first offered to families who may benefit from the accessible features. Applicants for these units will be selected

utilizing the same preference system as outlined above. If there are no applicants who would benefit from the accessible features, the units will be offered to other applicants in the order that their names come to the top of the waiting list. Such applicants, however, must sign a release form stating they will accept a transfer (at their own expense) if, at a future time, a family requiring an accessible feature applies. Any family required to transfer will be given a 30-day notice.

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- ☐ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☒ Other: (list below)

The following is an extract from our adopted Admissions and Continued Occupancy Policy.

#### **4.0 Family Outreach**

The Jonesboro Housing Authority will publicize the availability and nature of the Public Housing Program for extremely low-income, very low and low-income families in a newspaper of general circulation, minority media, and by other suitable means.

The Jonesboro Housing Authority will communicate the status of housing availability to other service providers in the community and inform them of housing eligibility factors and guidelines so they can make proper referrals for the Public Housing Program.

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- ☐ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☐ Market the section 8 program to owners outside of areas of poverty /minority concentrations
- ☒ Other: (list below)

The following is an extract from our adopted Admissions and Continued Occupancy Policy and we have a similar policy for our Sec 8 program.

## 1.0 FAIR HOUSING

It is the policy of the Jonesboro Housing Authority to fully comply with all Federal, State and local nondiscrimination laws; the Americans with Disabilities Act; and the U. S. Department of Housing and Urban Development regulations governing Fair Housing and Equal Opportunity. The Jonesboro Housing Authority shall affirmatively further fair housing in the administration of its public housing program.

No person shall, on the grounds of race, color, sex, religion, national or ethnic origin, familial status, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under the Jonesboro Housing Authority's programs.

To further its commitment to full compliance with applicable Civil Rights laws, the Jonesboro Housing Authority will provide Federal/State/local information to applicants/tenants of the Public Housing Program regarding discrimination and any recourse available to them if they believe they may be victims of discrimination. Such information will be made available with the application, and all applicable Fair Housing Information and Discrimination Complaint Forms will be made available at the Jonesboro Housing Authority office. In addition, all written information and advertisements will contain the appropriate Equal Opportunity language and logo.

The Jonesboro Housing Authority will assist any family that believes they have suffered illegal discrimination by providing them copies of the appropriate housing discrimination forms. The Jonesboro Housing Authority will also assist them in completing the forms if requested, and will provide them with the address of the nearest HUD office of Fair Housing and Equal Opportunity.

### **Other Housing Needs & Strategies: (list needs and strategies below)**

#### **(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☒ Funding constraints
- ☒ Staffing constraints
- ☐ Limited availability of sites for assisted housing
- ☒ Extent to which particular housing needs are met by other organizations in the community
- ☐ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- ☒ Influence of the housing market on PHA programs



- ☐ Community priorities regarding housing assistance
- ☐ Results of consultation with local or state government
- ☐ Results of consultation with residents and the Resident Advisory Board
- ☐ Results of consultation with advocacy groups
- ☐ Other: (list below)

## **2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year.

Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund	42,228	
b) Public Housing Capital Fund	67,762	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	8,820,797	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
g) Resident Opportunity and Self-Sufficiency Grants	0	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)	0	
FSS Coordinator	33,527	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>	0	
<b>3. Public Housing Dwelling Rental Income</b>	24,392	P H Operations

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
Non Dwelling Rental Income	5,400	
<b>4. Other income</b> (list below)		
Investment Interest	2,056	P H Operations
Sec 8 Admin Fee Investment Income	166,120	Sec 8 Program
<b>4. Non-federal sources</b> (list below)		
Misc. Income	1,219	Operations
<b>Total resources</b>	9,163,501	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

##### **(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☐ When families are within a certain number of being offered a unit: (state number)
- ☐ When families are within a certain time of being offered a unit: (state time)
- ☒ Other: (describe)

The following is an extract from our adopted Admissions and Continued Occupancy Policy.

Upon receipt of the family's application, the Jonesboro Housing Authority will make a preliminary determination of eligibility and establish any preferences to which the family may be entitled. The Jonesboro Housing Authority will notify the family of the date and time of placement on the waiting list, and the approximate wait before housing may be offered. If the Jonesboro Housing Authority determines the family to be ineligible, the notice will state the reasons therefore and will offer the family the opportunity of an informal review of the determination.

The applicant may at any time report changes in their applicant status including changes in family composition, income, or preference factors. The Jonesboro Housing Authority will annotate the applicant's file and will update their place on the waiting list.

When the family nears the top of the waiting list, the Jonesboro Housing Authority will ensure that verification of all preferences, eligibility, suitability and selection factors are current in order to determine the family's final eligibility for admission into the Public Housing Program. The family will be notified when a suitable vacant unit is available.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☒ Criminal or Drug-related activity
- ☒ Rental history
- ☐ Housekeeping
- ☒ Other (describe)

The following is an extract from our adopted Admissions and Continued Occupancy Policy.

### 8.3 Suitability

- A. Applicant families will be evaluated to determine whether, based on their recent behavior, such behavior could reasonably be expected to result in noncompliance with the public housing lease. The Jonesboro Housing Authority will look at past conduct as an indicator of future conduct. Emphasis will be placed on whether a family's admission could reasonably be expected to have a detrimental effect on the development environment, other tenants, Jonesboro Housing Authority employees, or other people residing in the immediate vicinity of the property. Otherwise eligible families will be denied admission if they fail to meet the suitability criteria.
- B. The Jonesboro Housing Authority will consider objective and reasonable aspects of the family's background, including the following:
  - 1. History of meeting financial obligations, especially rent;
  - 2. Ability to maintain (or with assistance would have the ability to maintain) their housing in a decent and safe condition based on living or housekeeping habits and whether such habits could adversely affect the health, safety, or welfare of other tenants;

3. History of criminal activity by any household member involving crimes of physical violence against persons or property and any other criminal activity including drug-related criminal activity that would adversely affect the health, safety, or well being of other tenants or staff or cause damage to the property;
4. History of disturbing neighbors or destruction of property;
5. Having committed fraud in connection with any Federal housing assistance program, including the intentional misrepresentation of information related to their housing application or benefits derived there from; and
6. History of abusing alcohol in a way that may interfere with the health, safety, or right to peaceful enjoyment by others.

- c. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

## **(2)Waiting List Organization**

- a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- ☒ Community-wide list
- ☐ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- ☐ Other (describe)

- b. Where may interested persons apply for admission to public housing?

- ☒ PHA main administrative office
- ☐ PHA development site management office
- ☐ Other (list below)

- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year? NA
2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?
3. ☐ Yes ☐ No: May families be on more than one list simultaneously  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
  - ☐ PHA main administrative office
  - ☐ All PHA development management offices
  - ☐ Management offices at developments with site-based waiting lists
  - ☐ At the development to which they would like to apply
  - ☐ Other (list below)

### **(3) Assignment**

- a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)
  - ☒ One (See Below)
  - ☐ Two
  - ☐ Three or More

The following is an extract from our adopted Admissions and Continued Occupancy Policy.

#### **10.5 Offer of a Unit**

When the Jonesboro Housing Authority discovers that a unit will become available, we will contact the first family on the waiting list who has the highest priority for this type of unit. and whose income category would help to meet the income targeting goal.

The Jonesboro Housing Authority will contact the family by mail to make the unit offer. The family will be given ten (10) calendar days from the date the letter was mailed to contact the Jonesboro Housing Authority regarding the offer.

The family will be offered the opportunity to view the unit. After the opportunity to view the unit, the family will have two (2) business days to accept or reject the unit. This verbal offer and the family's decision must be documented in the tenant

file. If the family rejects the offer of the unit, the Jonesboro Housing Authority will send the family a letter documenting the offer and the rejection.

## 10.6 Rejection of Unit

If in making the offer to the family the Jonesboro Housing Authority skipped over other families on the waiting list and the family rejects the unit, the family will not lose their place on the waiting list and will not be otherwise penalized.

If the Jonesboro Housing Authority did not skip over other families on the waiting list to reach this family, and the family rejects the unit without good cause, the family will forfeit their application's date and time. The family will keep their preferences, but the date and time of application will be changed to the date and time the unit was rejected.

If the family rejects with good cause any unit offered, they will not lose their place on the waiting list. Good cause includes reasons related to health, proximity to work, school, and childcare (for those working or going to school). The family will be offered the right to an informal review of the decision to alter their application status.

b. ☒ Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

### **(4) Admissions Preferences**

a. Income targeting:

☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- ☒ Emergencies
- ☐ Overhoused
- ☐ Underhoused
- ☒ Medical justification
- ☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ☐ Resident choice: (state circumstances below)
- ☒ Other: (list below)

The following is an extract from our adopted Admissions and Continued Occupancy Policy.

## **16.0 Unit Transfers**

### **16.1 Objectives of the Transfer Policy**

The objectives of the Transfer Policy include the following:

- A. To address emergency situations.
- B. To fully utilize available housing resources while avoiding overcrowding by insuring that each family occupies the appropriate size unit.
- C. To facilitate relocation when required for modernization or other management purposes.
- D. To facilitate relocation of families with inadequate housing accommodations.
- E. To eliminate vacancy loss and other expense due to unnecessary transfers.

### **16.2 Categories of Transfers**

Category A: Emergency transfers. These transfers are necessary when conditions pose an immediate threat to the life, health, or safety of a family or one of its members. Such situations may involve defects of the unit or the building in which it is located, the health condition of a family member, a hate crime, the safety of witnesses to a crime, or a law enforcement matter particular to the neighborhood.

Category B: Immediate administrative transfers. These transfers are necessary in order to permit a family needing accessible features to move to a unit with such a feature or to enable modernization work to proceed.

Category C: Regular administrative transfers. These transfers are made to offer incentives to families willing to help meet certain Jonesboro Housing Authority occupancy goals, to correct occupancy standards where the unit size is inappropriate for the size and composition of the family, to allow for non-emergency but medically advisable transfers, and other transfers approved by the Jonesboro Housing Authority when a transfer is the only or best way of solving a serious problem.

### **16.4 Processing Transfers**

Transfers on the waiting list will be sorted by the above categories and within each category by date and time.

Transfers in category A and B will be housed ahead of any other families, including those on the applicant waiting list. Transfers in category A will be housed ahead of transfers in category B.

Transfers in category C will be housed along with applicants for admission

c. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If “no” is selected, skip to subsection **(5) Occupancy**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)

The following is an extract from our adopted Admissions and Continued Occupancy Policy.

## 10.0 Tenant Selection and Assignment Plan



## 10.1 Preferences

The Jonesboro Housing Authority will select families based on the following preferences within each bedroom size category:

- A. Elderly and/or disabled residents of Clayton County;
- B. Working Families who are residents of or are employed in Clayton County;
- C. Elderly and /or disabled non-residents of Clayton County;
- D. Working Families who are non-residents of or are not employed in Clayton County;
- E. All other applicants who are residents of Clayton County; and
- F. All other applicants who are non-residents of Clayton County.

Based on the above preferences, all families in preference A will be offered housing before any families in preference B; preference B families will be offered housing before any families in preference C; preference C families will be offered housing before any families in preference D; preference D families will be offered housing before any families in preference E; preference E families will be offered housing before any families in preference F.

The date and time of application will be noted and utilized to determine the sequence within the above-prescribed preferences.

Notwithstanding the above, families who are elderly, disabled, or displaced will be offered housing before other single persons.

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

Date and Time

Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)  
Victims of domestic violence

Substandard housing  
Homelessness  
High rent burden

Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)

The following is an extract from our adopted Admissions and Continued Occupancy Policy.

## **10.0 Tenant Selection and Assignment Plan**

### **10.1 Preferences**

The Jonesboro Housing Authority will select families based on the following preferences within each bedroom size category:

- A. Elderly and/or disabled residents of Clayton County;
- B. Working Families who are residents of or are employed in Clayton County;
- C. Elderly and /or disabled non-residents of Clayton County;
- D. Working Families who are non-residents of or are not employed in Clayton County;
- E. All other applicants who are residents of Clayton County; and
- F. All other applicants who are non-residents of Clayton County.

Based on the above preferences, all families in preference A will be offered housing before any families in preference B; preference B families will be offered housing before any families in preference C; preference C families will be offered housing before any families in preference D; preference D families will be offered

housing before any families in preference E; preference E families will be offered housing before any families in preference F.

The date and time of application will be noted and utilized to determine the sequence within the above-prescribed preferences.

Notwithstanding the above, families who are elderly, disabled, or displaced will be offered housing before other single persons.

4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☒ The PHA-resident lease
- ☒ The PHA's Admissions and (Continued) Occupancy policy
- ☒ PHA briefing seminars or written materials
- ☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☒ At an annual reexamination and lease renewal
- ☒ Any time family composition changes
- ☒ At family request for revision
- ☐ Other (list)

**(6) Deconcentration and Income Mixing**

**This section intentionally left blank in accordance with HUD Notice PIH 99-51 Section III. C. See attachment ga228j01 – Jonesboro Housing Authority Deconcentration and Income Mixing**

- a. ☐ Yes ☐ No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the

need for measures to promote deconcentration of poverty or income mixing?

b. ☐ Yes ☐ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

☐ Adoption of site based waiting lists

If selected, list targeted developments below:

☐ Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

☐ Employing new admission preferences at targeted developments

If selected, list targeted developments below:

☐ Other (list policies and developments targeted below)

d. ☐ Yes ☐ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

☐ Additional affirmative marketing

☐ Actions to improve the marketability of certain developments

☐ Adoption or adjustment of ceiling rents for certain developments

☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing

☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

☐ Not applicable: results of analysis did not indicate a need for such efforts

☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

☐ Not applicable: results of analysis did not indicate a need for such efforts

☐ List (any applicable) developments below:

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☒ Criminal or drug-related activity only to the extent required by law or regulation
- ☐ Criminal and drug-related activity, more extensively than required by law or regulation
- ☐ More general screening than criminal and drug-related activity (list factors below)
- ☒ Other (list below)

The following is an extract from our adopted Section 8 Administrative Plan.

### 4.8 Grounds for Denial

The Jonesboro Housing Authority will deny assistance to applicants who:

- A. Do not meet any one or more of the eligibility criteria;
- B. Do not supply information or documentation required by the application process;
- C. Fail to respond to a written request for information or a request to declare their continued interest in the program;
- D. Fail to complete any aspect of the application or lease-up process;
- E. Have a history of criminal activity by any household member involving crimes of physical violence against persons or property, and any other criminal activity including drug-related criminal activity that would adversely affect the health, safety, or well being of other tenants or staff, or cause damage to the property.
- F. Currently owes rent or other amounts to any housing authority in connection with the public housing or Section 8 Programs.

- G. Have committed fraud, bribery, or any other corruption in connection with any Federal housing assistance program, including the intentional misrepresentation of information related to their housing application or benefits derived there from;
- H. Have a family member who was evicted from public housing within the last three years;
- I. Have a family member who was evicted from assisted housing within five years of the projected date of admission because of drug-related criminal activity involving the illegal manufacture, sale, distribution, or possession with the intent to manufacture, sell, distribute a controlled substance as defined in Section 102 of the Controlled Substances Act, 21 U.S.C. 802;
- J. Have a family member who is illegally using a controlled substance or abuses alcohol in a way that may interfere with the health, safety, or right to peaceful enjoyment of the premises by other residents. The Jonesboro Housing Authority may waive this requirement if:
  - 1. The person demonstrates to the Jonesboro Housing Authority's satisfaction that the person is no longer engaging in drug-related criminal activity or abuse of alcohol;
  - 2. The person has successfully completed a supervised drug or alcohol rehabilitation program;
  - 3. The person has otherwise been rehabilitated successfully; or
  - 4. The person is participating in a supervised drug or alcohol rehabilitation program.
- K. Have engaged in or threatened abusive or violent behavior towards any Jonesboro Housing staff or residents;
- L. Have a family household member who has been terminated under the Certificate or Voucher Program; persons previously terminated from the program will not be admitted while a waiting list exists that has applicants who have never participated in the program;
- M. Have a family member who has been convicted of manufacturing or producing methamphetamine (speed) (Denied for life);
- N. Have a family member with a lifetime registration under a State sex offender registration program (Denied for life).

- b. ☒ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c. ☒ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. ☒ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- ☒ Criminal or drug-related activity
- ☒ Other (describe below)

The following is an extract from our adopted Section 8 Administrative Plan.

During the initial stage of qualifying the unit, the Housing Authority will provide the prospective owner with information regarding the program. Information will include Housing Authority and owner responsibilities for screening and other essential program elements. The Housing Authority will provide the owner with the family's current and prior address as shown in the Housing Authority records along with the name and address (if known) of the landlords for those addresses.

Additional screening is the responsibility of the owner. Upon request by a prospective owner, the Housing Authority will provide any factual information or third party written information they have relevant to a voucher holder's history of, or ability to, comply with standard material lease terms.

## **(2) Waiting List Organization**

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- ☒ None
- ☐ Federal public housing
- ☐ Federal moderate rehabilitation
- ☐ Federal project-based certificate program
- ☐ Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)
- ☒ PHA main administrative office
- ☐ Other (list below)

### **(3) Search Time**

- a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

The following is an extract from our adopted Section 8 Administrative Plan.

#### **6.4 Term of the Voucher**

The initial term of the voucher will be 60 days and will be stated on the Housing Choice Voucher.

The Housing Authority may grant one or more extensions of the term, but the initial term plus any extensions will not exceed 120 calendar days from the initial date of issuance without an extraordinary reason. To obtain an extension, the family must make a request in writing prior to the expiration date. A statement of the efforts the family has made to find a unit must accompany the request. A sample extension request form and a form for recording their search efforts will be included in the family's briefing packet. If the family documents their efforts and additional time can reasonably be expected to result in success, the Housing Authority will grant the length of request sought by the family or 60 days, whichever is less.

If the family includes a person with disabilities and the family requires an extension due to the disability, the Housing Authority will grant an extension allowing the family the full 120 days search time. If the Housing Authority determines that additional search time would be a reasonable accommodation, the Housing Authority will request HUD to approve an additional extension.

Upon submittal of a completed request for approval of tenancy form, the Jonesboro Housing Authority will suspend the term of the voucher. The term will be in suspension until the date the Housing Authority provides notice that the request has been approved or denied. This policy allows families the full term (60 days, or more with extensions) to find a unit, not penalizing them for the period during which the Housing Authority is taking action on their request. A family may submit a second request for approval of tenancy before the Housing Authority finalizes action on the first request. In this case the suspension will last from the date of the first submittal through the Housing Authority's action on the second submittal. No more than two requests will be concurrently considered.



#### **(4) Admissions Preferences**

##### a. Income targeting

- ☐ Yes ☒ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

##### b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

##### Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

##### Other preferences (select all that apply)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)

The following is an extract from our adopted Section 8 Administrative Plan.

## **5.0 Selecting families from the waiting list**

### **5.1 WAITING LIST ADMISSIONS AND SPECIAL ADMISSIONS**

The Housing Authority may admit an applicant for participation in the program

either as a special admission or as a waiting list admission.

If HUD awards funding that is targeted for families with specific characteristics or families living in specific units, the Jonesboro Housing Authority will use the assistance for those families.

## 5.2 Preferences

The Jonesboro Housing Authority will select families based on the following preferences within each bedroom size category:

- A. Elderly and/or Disabled Residents of Clayton County;
- B. Working Families who are residents of or are employed in Clayton County;
- C. Elderly and /or Disable non-residents of Clayton County;
- D. Working Families who are non-residents of or are not employed in Clayton County;
- E. All other applicants who are residents of Clayton County; and
- F. All other applicants who are non-residents of Clayton County.

Based on the above preferences, all families in preference A will be offered housing before any families in preference B; preference B families will be offered housing before any families in preference C; preference C families will be offered housing before any families in preference D; preference D families will be offered housing before any families in preference E; preference E families will be offered housing before any families in preference F.

The date and time of application will be noted and utilized to determine the sequence within the above-prescribed preferences.

## 5.3 Selection From the Waiting List

Based on the above preferences, all families in preference A will be offered housing before any families in preference B, and preference B families will be offered housing before any families in preference C, and so forth.

The date and time of application will be utilized to determine the sequence within the above-prescribed preferences.

Notwithstanding the above, families who are elderly, disabled, or displaced will be offered housing before other single persons.

Notwithstanding the above, if necessary to meet the statutory requirement that 75% of newly admitted families in any fiscal year be families who are extremely low-income, the Jonesboro Housing Authority retains the right to skip higher income families on the waiting to reach extremely low-income families. This measure will only be taken if it appears the goal will not otherwise be met. To ensure this goal is met, the Housing Authority will monitor incomes of newly admitted families and the income of the families on the waiting list.

If there are not enough extremely low-income families on the waiting list we will conduct outreach on a non-discriminatory basis to attract extremely low-income families to reach the statutory requirement.

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)  
Victims of domestic violence  
Substandard housing  
Homelessness  
High rent burden

Other preferences (select all that apply)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ Residents who live and/or work in your jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)

The following is an extract from our adopted Section 8 Administrative Plan.

## **5.0 Selecting families from the waiting list**

### **5.1 WAITING LIST ADMISSIONS AND SPECIAL ADMISSIONS**

The Housing Authority may admit an applicant for participation in the program either as a special admission or as a waiting list admission.

If HUD awards funding that is targeted for families with specific characteristics or families living in specific units, the Jonesboro Housing Authority will use the assistance for those families.

#### **5.2 Preferences**

The Jonesboro Housing Authority will select families based on the following preferences within each bedroom size category:

- A. Elderly and/or Disabled Residents of Clayton County;
- B. Working Families who are residents of or are employed in Clayton County;
- C. Elderly and /or Disable non-residents of Clayton County;
- D. Working Families who are non-residents of or are not employed in Clayton County;
- E. All other applicants who are residents of Clayton County; and
- F. All other applicants who are non-residents of Clayton County.

Based on the above preferences, all families in preference A will be offered housing before any families in preference B; preference B families will be offered housing before any families in preference C; preference C families will be offered housing before any families in preference D; preference D families will be offered housing before any families in preference E; preference E families will be offered housing before any families in preference F.

The date and time of application will be noted and utilized to determine the sequence within the above-prescribed preferences.

#### **5.3 Selection From the Waiting List**

Based on the above preferences, all families in preference A will be offered housing before any families in preference B, and preference B families will be offered housing before any families in preference C, and so forth.

The date and time of application will be utilized to determine the sequence within the above-prescribed preferences.

Notwithstanding the above, families who are elderly, disabled, or displaced will be offered housing before other single persons.

Notwithstanding the above, if necessary to meet the statutory requirement that 75% of newly admitted families in any fiscal year be families who are extremely low-income, the Jonesboro Housing Authority retains the right to skip higher income families on the waiting to reach extremely low-income families. This measure will only be taken if it appears the goal will not otherwise be met. To ensure this goal is met, the Housing Authority will monitor incomes of newly admitted families and the income of the families on the waiting list.

If there are not enough extremely low-income families on the waiting list we will conduct outreach on a non-discriminatory basis to attract extremely low-income families to reach the statutory requirement.

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- ☒ Date and time of application  
☐ Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- ☒ This preference has previously been reviewed and approved by HUD  
☐ The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers  
☒ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

#### **(5) Special Purpose Section 8 Assistance Programs**

- a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- ☒ The Section 8 Administrative Plan  
☒ Briefing sessions and written materials  
☐ Other (list below)

- b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- ☒ Through published notices  
☒ Other (list below)

The following is an extract from our adopted Section 8 Administrative Plan.

### 1.6 Family/owner Outreach

The Jonesboro Housing Authority will publicize the availability and nature of the Section 8 Program for extremely low-income, very low and low-income families in a newspaper of general circulation, minority media, and by other suitable means.

The Jonesboro Housing Authority will communicate the status of program availability to other service providers in the community and advise them of housing eligibility factors and guidelines so that they can make proper referral of their clients to the program.

## **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

#### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

- a. Use of discretionary policies: (select one)

- ☒ The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- ☐ The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0  
☐ \$1-\$25  
☒ \$26-\$50

2. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☒ No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply) **NA**

- ☐ For the earned income of a previously unemployed household member  
☐ For increases in earned income  
☐ Fixed amount (other than general rent-setting policy)  
If yes, state amount/s and circumstances below:

- ☐ Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:

- ☐ For household heads  
☐ For other family members  
☐ For transportation expenses  
☐ For the non-reimbursed medical expenses of non-disabled or non-elderly families

☐ Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income)  
(select one)

- ☐ Yes for all developments  
☐ Yes but only for some developments  
☒ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☐ For all developments  
☐ For all general occupancy developments (not elderly or disabled or elderly only)  
☐ For specified general occupancy developments  
☐ For certain parts of developments; e.g., the high-rise portion  
☐ For certain size units; e.g., larger bedroom sizes  
☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study  
☐ Fair market rents (FMR)  
☐ 95<sup>th</sup> percentile rents  
☐ 75 percent of operating costs  
☐ 100 percent of operating costs for general occupancy (family) developments  
☐ Operating costs plus debt service  
☐ The "rental value" of the unit  
☐ Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never  
☐ At family option  
☒ Any time the family experiences an income increase



- ☐ Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- ☒ Other (list below)

The following is an extract from our adopted Admissions and Continued Occupancy Policy.

## 15.6 Interim Reexaminations

During an interim reexamination, only the information affected by the changes being reported will be reviewed and verified.

Families will be required to report any increase in income or decreases in allowable expenses between annual reexaminations.

Families are required to report the following changes to the Jonesboro Housing Authority between regular reexaminations. If the family's rent is being determined under the income method, these changes will trigger an interim reexamination. The family shall report these changes within ten (10) days of their occurrence.

- A. A member has been added to the family through birth or adoption or court-awarded custody.
- B. A household member is leaving or has left the family unit.

In order to add a household member other than through birth or adoption (including a live-in aide), the family must request that the new member be added to the lease. Before adding the new member to the lease, the individual must complete an application form stating their income, assets, and all other information required of an applicant. The individual must provide their Social Security number if they have one and must verify their citizenship/eligible immigrant status. (Their housing will not be delayed due to delays in verifying eligible immigrant status other than delays caused by the family.) The new family member will go through the screening process similar to the process for applicants. The Jonesboro Housing Authority will determine the eligibility of the individual before adding them to the lease. If the individual is found to be ineligible or does not pass the screening criteria, they will be advised in writing and given the opportunity for an informal review. If they are found to be eligible and do pass the screening criteria, their name will be added to the lease. At the same time, if the family's rent is being determined under the income method, the family's annual income will be recalculated taking into account the circumstances of the new family member. The effective date of the new rent will be in accordance with Section 15.8.

Families are not required to, but may at any time, request an interim

reevaluation based on a decrease in income, an increase in allowable expenses, or other changes in family circumstances. Upon such request, the Jonesboro Housing Authority will take timely action to process the interim reevaluation and recalculate the tenant's rent.

- g. ☐ Yes ☒ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

## **(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)
- ☒ The section 8 rent reasonableness study of comparable housing
  - ☒ Survey of rents listed in local newspaper
  - ☒ Survey of similar unassisted units in the neighborhood
  - ☐ Other (list/describe below)

## **B. Section 8 Tenant-Based Assistance**

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

- a. What is the PHA's payment standard? (select the category that best describes your standard)
- ☐ At or above 90% but below 100% of FMR
  - ☒ 100% of FMR
  - ☐ Above 100% but at or below 110% of FMR
  - ☐ Above 110% of FMR (if HUD approved; describe circumstances below)
- b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☐ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ Reflects market or submarket
- ☐ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☒ Annually
- ☐ Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
- ☒ Rent burdens of assisted families
- ☐ Other (list below)

## **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- ☐ \$0
- ☐ \$1-\$25
- ☒ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

### A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- ☐ An organization chart showing the PHA's management structure and organization is attached.
- ☒ A brief description of the management structure and organization of the PHA follows:

The Jonesboro Housing Authority is governed by the Board of Commissioners. The Executive Director reports to the Board of Commissioners and is responsible for the administration of the programs and overall operation of the Agency. The Deputy Executive Director reports directly to the Executive Director. The Section 8 Office Manager reports to the Deputy Executive Director and the Executive Director. The Executive Director and Deputy Executive Director administer the Public Housing Program. The Section 8 Office Manager administers the Section 8 Program and supervises a staff of Housing Specialists, Inspectors and other staff. In addition, the Executive Director and Deputy Executive Director perform certain functions related to the Section 8 Program such as finance and accounting.

### B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	35 units	8 units
Section 8 Vouchers	1,538 Vouchers	300 vouchers
Section 8 Certificates	NA	NA
Section 8 Mod Rehab	NA	NA
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Family Unification Program	100 Vouchers	10 Vouchers
Elderly Vouchers	50 Vouchers	5 Vouchers
Public Housing Drug Elimination Program (PHDEP)	NA	NA

Other Federal Programs(list individually)	NA	NA
Family Self Sufficiency	92 Vouchers	10 Vouchers

### **C. Management and Maintenance Policies**

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

#### **(1) Public Housing Maintenance and Management: (list below)**

Agency Plan  
Admissions and Continued Occupancy Policy  
Capitalization Policy  
Capital Fund Program Annual Statement and 5-Year Action Plan  
Check Signing Policy  
Criminal Records Management Policy  
Deconcentration Policy  
Disposition Policy  
Drug-Free Workplace Policy  
Dwelling Lease  
Equal Housing Opportunity Policy  
Ethics Policy  
Funds Transfer Policy  
Grievance Procedures  
Personnel Policy  
Investment Policy  
Maintenance Policy  
Procurement Policy  
Pet Policy  
Pest Control Policy  
Schedule of Flat Rents  
Schedule of Standard Charges to Residents

#### **(2) Section 8 Management: (list below)**

Administrative Plan  
Voucher Holders Packet

### **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

### **A. Public Housing**

1. ☐ Yes ☒ No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- ☒ PHA main administrative office  
☐ PHA development management offices  
☐ Other (list below)

### **B. Section 8 Tenant-Based Assistance**

1. ☐ Yes ☒ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☒ PHA main administrative office  
☐ Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

### **A. Capital Fund Activities**

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

## **(1) Capital Fund Program Annual Statement**

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) Attachment ga228b01

-or-

☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

## **(2) Optional 5-Year Action Plan**

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. ☒ Yes ☐ No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

☒ The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name) Attachment ga228c01

-or-

☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

## **B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

☐ Yes ☒ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)  
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development  
☐ Revitalization Plan submitted, pending approval  
☐ Revitalization Plan approved  
☐ Activities pursuant to an approved Revitalization Plan underway

☐ Yes ☒ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?  
 If yes, list development name/s below:

☐ Yes ☒ No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?  
 If yes, list developments or activities below:

☐ Yes ☒ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?  
 If yes, list developments or activities below:

## **8. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

### 2. Activity Description

☐ Yes ☐ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name:



1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

## **9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

### 2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

### **Designation of Public Housing Activity Description**

1a. Development name:
1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

### **A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1. ☐ Yes ☒ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

#### 2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

<b>Conversion of Public Housing Activity Description</b>
1a. Development name:

1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

<b>B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937</b>
---

<b>C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937</b>
---

## **11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

### **A. Public Housing**

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☐ Yes ☒ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## B. Section 8 Tenant Based Assistance

1. ☒ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

- ☒ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☒ 25 or fewer participants  
☐ 26 - 50 participants  
☐ 51 to 100 participants  
☐ more than 100 participants

b. PHA-established eligibility criteria

- ☐ Yes ☒ No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

### **A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

- ☒ Yes ☐ No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 01/07/01

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☒ Client referrals
- ☒ Information sharing regarding mutual clients (for rent determinations and otherwise)
- ☒ Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- ☒ Jointly administer programs (FUP)
- ☐ Partner to administer a HUD Welfare-to-Work voucher program
- ☐ Joint administration of other demonstration program
- ☐ Other (describe)

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply) - **NA**

- ☐ Public housing rent determination policies
- ☐ Public housing admissions policies
- ☐ Section 8 admissions policies
- ☐ Preference in admission to section 8 for certain public housing families
- ☐ Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- ☐ Preference/eligibility for public housing homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

- ☐ Yes ☒ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting	Access (development office / PHA main office /	Eligibility (public housing or section 8

		list/random selection/specific criteria/other)	other provider name)	participants or both)

**(2) Family Self Sufficiency program/s**

**a. Participation Description**

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8	92 Vouchers	87 participants as of 5/1/01

- b. ☒ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?  
If no, list steps the PHA will take below:

**C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- ☒ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- ☒ Informing residents of new policy on admission and reexamination
- ☒ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☒ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☒ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

**D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937**

See Attachment ga228f01 – Jonesboro Housing Authority Implementation of Community Service Requirements.

**13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

**A. Need for measures to ensure the safety of public housing residents**

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- ☐ High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- ☐ High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- ☐ Residents fearful for their safety and/or the safety of their children
- ☒ Observed lower-level crime, vandalism and/or graffiti
- ☐ People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- ☒ Other (describe below)

The Jonesboro Housing Authority intends to apply for the New Approach Anti-Drug Program to ensure that appropriate security and safety measures, including capital improvements, are established to enhance the security of our public housing development

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- ☐ Safety and security survey of residents
- ☐ Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- ☐ Analysis of cost trends over time for repair of vandalism and removal of graffiti
- ☒ Resident reports
- ☒ PHA employee reports
- ☒ Police reports



- ☐ Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- ☐ Other (describe below)

2. Which developments are most affected? (list below)

GA228-1 Hightower Street and Wilburn Street

**B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply) - **NA**

- ☐ Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- ☐ Crime Prevention Through Environmental Design
- ☐ Activities targeted to at-risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☐ Other (describe below)

2. Which developments are most affected? (list below)

**C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☐ Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- ☒ Police provide crime data to housing authority staff for analysis and action
- ☒ Police have established a physical presence on housing authority property (e.g., community policing office, **officer in residence**)
- ☐ Police regularly testify in and otherwise support eviction cases
- ☐ Police regularly meet with the PHA management and residents
- ☐ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)

3. Which developments are most affected? (list below)

GA228-1 Hightower Street and Wilburn Street

**D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☐ Yes ☒ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☐ Yes ☒ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- ☐ Yes ☒ No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

See Attachment ga228e01 – Jonesboro Housing Authority Pet Policy Statement

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

1. ☒ Yes ☐ No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)
2. ☒ Yes ☐ No: Was the most recent fiscal audit submitted to HUD?
3. ☐ Yes ☒ No: Were there any findings as the result of that audit?
4. ☐ Yes ☐ No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_\_
5. ☐ Yes ☐ No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

**17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. ☐ Yes ☒ No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
- ☒ Not applicable
- ☐ Private management
- ☐ Development-based accounting
- ☐ Comprehensive stock assessment
- ☐ Other: (list below)
3. ☐ Yes ☒ No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1. ☐ Yes ☒ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
- ☐ Attached at Attachment (File name)
- ☐ Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
- ☐ Considered comments, but determined that no changes to the PHA Plan were necessary.
- ☐ The PHA changed portions of the PHA Plan in response to comments  
List changes below:
- ☐ Other: (list below)

### **B. Description of Election process for Residents on the PHA Board**

1. ☐ Yes ☐ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☒ No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

**C. Statement of Consistency with the Consolidated Plan**

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction:

**The Jonesboro Housing Authority is located in the City of Jonesboro, in Clayton County, a designated urban (entitlement) county. The jurisdiction of the Consolidated Plan reviewed encompasses Clayton County.**

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☐ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☐ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☐ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

- The Jonesboro Housing Authority will continue to renovate its public housing units utilizing Community Development Block Grant (CDBG) funds provided by Clayton County and CIAP and Capital Fund Program funds provided by HUD.
- The Jonesboro Housing Authority will continue to meet the special needs of families with disabilities by providing accessible housing in the public housing program.
- The Jonesboro Housing Authority is utilizing Section 8 program Special Purpose vouchers to meet the needs of the elderly and families with disabilities
- The Jonesboro Housing Authority will continue to market its public housing and Section 8 programs to make families and elderly persons aware of the availability of decent, safe, sanitary and affordable housing in the City of Jonesboro and Clayton County.
- The Jonesboro Housing Authority Admission and Continued Occupancy Policy (ACOP) requirements are established and designed to:
  1. Provide improved living conditions for very low and low-income families while maintaining their rent payments at an affordable level.
  2. To operate a socially and financially sound public housing agency that provides violence and drug-free, decent, safe and sanitary housing with a suitable living environment for residents and their families.
  3. To lawfully deny the admission of applicants, or the continued occupancy of residents, whose habits and practices reasonably may be expected to adversely affect the health, safety, comfort or welfare of other residents or the physical environment of the neighborhood, or create a danger to our employees.
  4. To attempt to house a tenant body that is composed of families that is representative of the range of incomes of low income families in our jurisdiction.

5. To facilitate the judicious management of our inventory and efficient management of our staff.
6. To ensure compliance with Title VI of the Civil Rights Act of 1964 and all other applicable Federal fair housing laws and regulations so that the admissions and continued occupancy are conducted without regard to race, color, religion, creed, sex, national origin, handicap or familial status.

The Jonesboro Housing Authority Section 8 Administrative Plan Requirements are established and designed to:

- To provide decent, safe and sanitary housing for very low income families while maintaining their rent payments at an affordable level.
- To ensure that all units meet Housing Quality Standards and families pay fair and reasonable rents.
- To promote fair housing and the opportunity for very low-income families of all ethnic backgrounds to experience freedom of housing choice.
- To promote a housing program which maintains quality service and integrity while providing an incentive to private property owners to rent to very low income families.
- To assist the local economy by increasing the occupancy rate and the amount of money flowing into the community.
- To encourage self-sufficiency of participant families and assist in the expansion of family opportunities which address educational, socio-economic, recreational and other human service needs.
- To create positive public awareness and expand the level of family, owner, and community support in accomplishing the Jonesboro Housing Authority's mission.
- To attain and maintain a high level of standards and professionalism in our day to day management of all program components.
- To administer an efficient, high-performing agency through continuous improvement of the Housing Authority's support systems and commitment to our employees and their development.

Finally, we will continue to apply for the grant opportunities made available by the U.S. Department of Housing and Urban Development over the course of the next year.

☐ Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The following information is taken from the Clayton County, Georgia Consolidated Plan for the five year period 1998-2002.

### **Executive Summary and Strategic Plan**

The Consolidated Plan Executive Summary and Strategic Plan identifies goals in five program areas addressing the housing and community development needs in Clayton County for 1998 – 2002. The goals are:

- Housing
- Homeless
- Economic development
- Public services
- Public facilities

The following is a summary of the Long Term Goals as outlined in Section IV, Strategic Plan.

GOAL: HOUSING

1. Provide decent and affordable housing opportunities for low to moderate income persons residing in Clayton County.

GOALS: HOMELESS

1. Convene homeless service providers and concerned parties on a regular schedule to obtain current information and input for updating the continuum of care plan.
2. Assist low-income families avoid homelessness.
3. Reach out to homeless persons and address their individual needs.
4. Address existing unmet needs for emergency shelter and transitional housing for homeless persons.
5. Assist homeless persons make the transition to permanent housing and independent living.

GOALS: ECONOMIC DEVELOPMENT

1. Create jobs for low to moderate income persons.

2. Increase on-the-job training opportunities.
3. Develop, recruit and retain small businesses in the county that are willing to create jobs and provide training for low to moderate income persons.

GOALS: PUBLIC SERVICES

1. Provide funding to increase daycare services available in the community.
2. Provide funding to expand youth programs to promote employability and cultural advancement.
3. Devise mechanisms through which youth immigrants can take fuller advantage of available services and opportunities.
4. Provide funding for necessary support services for elderly persons within the community.
5. Provide funding that will encourage public services in conjunction with economic development to promote new approaches to providing assistance to elderly persons who own their own homes.

GOALS: PUBLIC FACILITIES

1. Construct a senior citizen facility.
2. Construct a child advocacy center.
3. Improve infrastructure in eligible neighborhoods within the county.
4. Construct neighborhood recreational facilities.

Section III (Market Analysis) of the Consolidated Plan specifically references the public and assisted housing in Clayton County. The Plan notes that the Jonesboro Housing Authority has expressed a need for funds for the most urgent needs of their community. The work items requested for this community includes the replacement of decaying kitchen cabinets and sinks, repair of deteriorated plaster walls and ceilings, renovation of wholly unsanitary bathrooms, replacement of leaking windows and the replacement of insecure and exterior doors.

Section III acknowledges the Jonesboro Housing Authority's "Strategy for Improving Management and Operation" and comments on the Authority's most recent perfect PHMAP score.

Section III summarizes the modernization funding the Jonesboro Housing Authority received from HUD and the resident input. "The City of Jonesboro continues to be fully supportive of the work that is proposed."

Section III summarizes the Section 8 Program and acknowledges the need for additional vouchers based on the impact that non-county residents are having on the demand as influenced by the proximity of Clayton County to metro Atlanta.



Section III states that “there are no residential facilities specifically designed for elderly persons. However, of the 1,017 Section 8 Certificate users in Clayton County, the Housing Authority of Jonesboro reports that 180 residents are ages 62 and over and 210 residents are under age 62 with disabilities.”

It should be noted that the Jonesboro Housing Authority has subsequently received Section 8 Program Special Purpose funding to provide voucher to elderly and disabled families.

NOTE: Clayton County has provided funds under the Public Facilities Goal for the Housing Authority to purchase and install playground equipment for public housing families. In addition, funds have been made available to the Housing Authority for the renovation of the public housing units. These funds have been combined with funds from HUD to accomplish the renovations necessary to bring the public housing unit up to standard and to make them comparable to market rate housing in the community. This work is in progress.

Section III notes that the Jonesboro Housing Authority has remodeled one of the 32 units of public housing to provide full accessibility for families with disabilities.

Section IV. J. of the Strategic Plan provides the following statement:

“The Housing Authority is an active provider of supportive activities for its housing residents. Specifically, the residents participate in the CIAP process. Residents provide information regarding the needs of the community and also make recommendations for addressing these needs. The authority is also supportive of other activities that provide opportunities for resident involvement in their community.”

In summary, we believe the Consolidated Plan of Clayton County supports the Jonesboro Housing Authority PHA Plan.

#### **D. Other Information Required by HUD**

Use this section to provide any additional information requested by HUD.

The final Agency Plan Rule contains a requirement in 24 CFR 903.7® that agency plans contain a locally derived definition of “substantial deviation” and “significant amendment or modification.”

The Jonesboro Housing Authority has adopted a definition of substantial deviation and significant amendment or modification. That definition is provided in:

#### **Attachment ga228d01 – Jonesboro Housing Authority Definition of Substantial Deviation and Significant Amendment or Modification**

## **Attachments**

Use this section to provide any additional attachments referenced in the Plans.

**Attachment ga228a01 – Jonesboro Housing Authority Deconcentration Policy**

**Attachment ga228b01 – Jonesboro Housing Authority Capital Fund Program Annual Statement for FY 2001**

**Attachment ga228c01 – Jonesboro Housing Authority Capital Fund Program Five-Year Action Plan**

**Attachment ga228d01 – Jonesboro Housing Authority Definition of Substantial Deviation and Significant Amendment or Modification**

**Attachment ga228e01 – Jonesboro Housing Authority Pet Policy Statement**

**Attachment ga228f01 – Jonesboro Housing Authority Implementation of Community Service Requirements Statement**

**Attachment ga228g01 – Jonesboro Housing Authority Statement of Progress in meeting the Five Year Plan Mission and Objectives**

**Attachment ga228h01 – Jonesboro Housing Authority Resident Member on the PHA Governing Board**

**Attachment ga228i01 – Jonesboro Housing Authority Membership of the Resident Advisory Board**

**Attachment ga228j01 – Jonesboro Housing Authority Deconcentration and Income Mixing**

**Attachment ga228k01 – Jonesboro Housing Authority Capital Fund Program P & E Report for FY 2000**